AIR TRAFFIC ORGANIZATION

TERMINAL SERVICES

CONFIGURATION CONTROL BOARD

CHARTER

In SUPPORT of

LIFE-CYCLE MANAGEMENT

of the

NATIONAL AIRSPACE SYSTEM

April 22, 2004

DRAFT

Approved by _____
NAS OPS CCB Co-Chairperson

Approved by _____
NAS OPS CCB Co-Chairperson

CCB Members Signature Page

Vice President, Terminal Services	Date
Director, Terminal Program Operations	Date
Director, Terminal Safety & Operations Support	Date
Director, Terminal Planning	Date
Director, Terminal Finance	Date
Director, Terminal Eastern Area Operations	Date
Director, Terminal Central Area Operations	Date
Director, Terminal Western Area Operations	Date
Manager, Terminal Administration	Date
Director, Operations Planning, System Engineering	Date
Director, ATO Information Technology	Date
Manager, Safety Administration	Date

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1.0 INTRODUCTION

1.1 Purpose

This charter establishes the Terminal Services Domain, Configuration Control Board (CCB) and assigns responsibility for establishing baselines and controlling changes to these baselines for the Configuration Items (CIs) listed in Appendix A. The charter was initially developed by Air Traffic Organization, Operations Planning (ATO-P) Configuration Management (CM) to provide guidelines and assign CIs. The CCB within the Service Organization is an integrated discipline to provide structured and streamlined control of the system development process. Life–cycle configuration management through the CCB ensures that all changes are visible, and provides consistency with technical and programmatic direction across all services and products. The CIs listed reflect the products that comprise the Terminal Services Domain components of the Air Traffic Organization. Approval of this CCB Charter empowers the Domain CCB to approve all changes to the CIs listed in Appendix A throughout the life cycle of these products. A companion document, the CCB Operating Procedures, defines the procedures necessary to execute the responsibilities assigned in this Charter.

1.2 Authority

The CCB is authorized by the National Airspace System Operations (NAS OPS) CCB. The Domain CCB shall add newly assigned products to the CCB Charter as designated. This CCB's authority extends to the creation of subordinate CCBs and approval of the associated charters. Any subordinate Boards established within the Domain shall be reported to the NAS OPS CCB through Operations Planning CM, and their Charters submitted for review. Interface Requirements Documents (IRDs) are the responsibility of the NAS OPS CCB and will be submitted to the NAS OPS CCB for review and approval.

2.0 TERMINAL SERVICES CCB RESPONSIBILITIES

The responsibilities of the Terminal Services CCB are:

a) Performing CCB functions as established in this charter in accordance with FAA Order 1800.66;

b) Submitting proposed changes to this Charter to the NAS OPS CCB, and subsequently implementing the approved changes;

c) Ensuring all subordinate CCBs have approved charters consistent in content and format. Subordinate CCB responsibility shall not exceed that of the Domain CCB;

d) Reporting establishment of subordinate CCBs to the NAS OPS CCB, and providing their Charters for review;

e) Approving proposed changes maintaining the CCB Operating Procedures;

f) Development and maintenance of the Domain CM Implementation Plans;

g) Identifying the configuration identification documentation, as well as identifying which documents comprise each of the Domain's subordinate baselines;

h) Developing plans and policies for the configuration management and evolution of the Domain system architecture throughout the life cycle of the system;

i) Ensuring that the specifications under the jurisdiction of the Domain CCB are approved in accordance with FAA Order 1800.66;

j) Ensuring that the specifications beyond the approval authority of the Domain CCB are elevated to the NAS OPS CCB;

k) Ensuring adherence to configuration control procedures in processing changes to the Domain configuration identification data and baselines;

l) Ensuring proposed changes are screened and all interface changes coordinated between responsible organizations prior to presentation to the CCB;

m) Reviewing, adjudicating, or transferring/elevating changes coming before the CCB. All proposed changes shall give consideration to improving safety, operational effectiveness; providing for adequate logistics support, and ensure significant life-cycle efficiency;

n) Documenting and tracking CCB actions and decisions in accordance with the processes and procedures as defined in the CCB Operating Procedures and the CM Implementation Plan;

o) Monitoring test results of approved changes against expected results, prior to approving integration of the change into the appropriate baseline. Discrepancies will be resolved and documented prior to baseline modification;

p) Ensuring the listing of Domain CIs in Appendix A remains current. NAS baselined CIs are contained in NAS-MD-001. This includes generation of case files to decommission NAS Systems or subsystems, which are removed entirely from the NAS inventory.

q) Reporting CM performance metrics for the Terminal Services Domain CCB to the NAS OPS CCB through Operations Planning CM, on a quarterly basis or at the request of the NAS OPS CCB.

3.0 TERMINAL SERVICES CCB PARTICIPANTS

Membership referenced in Appendix B:

a. CCB members may be required to attend more than one CCB session per month.
b. Ad Hoc Technical Advisors, Consultants, and Program Control Specialists will be invited as needed.

4.0 CCB ADMINISTRATION

The CCB Executive Secretariat shall be responsible for ensuring that changes are presented at CCB meetings. Secretariat responsibilities consists of coordinating and performing the administrative tasks related to the CCB, including, but not limited to:

a. Preparing agenda and formal meeting minutes.

b. Supporting the change processes and activities, including prescreening, must evaluation activities, including comments and their resolution.

c. Collecting metrics and reporting to the NAS OPS CCB.

d. Tracking and monitoring CCB action items and configuration control decision(s) (CCD) closure activities).

e. Ensuring all NCPs contain safety assessments, estimated cost and funding source information.

f. Submitting any unresolved comments to the Chairperson for resolution.

g. Supporting CM performance monitoring functions, under the authority of this CCB Charter and as described in the CCB Operating Procedures.

h. Ensuring all CM information is validated and entered into the FAA nationally approved CM database.

i. Elevating issues that cannot be resolved at the Domain CCB to the NAS OPS CCB for resolution.

5.0 CCB RECOMMENDATIONS AND DECISIONS

The CCB shall review, adjudicate or transfer/elevate proposed ECPs, NCPs, and Deviations and Waivers affecting its CIs or transfer proposed NCPs to other appropriate CCBs. The CCB shall reach a decision(s) after a period of presentation, discussion and/or debate, at which time the Chairperson may poll, the members for their position or recommendation. The CCB Chairperson shall make all final decision(s).

Decisions on NCPs shall be documented in a CCD prepared by the CCB Executive Secretariat, and signed by the CCB Chairperson(s). The CCD will include detailed implementation action items and the responsible organization(s). When completed the implementers shall notify the Executive Secretariat to ensure complete closeout.

6.0 CHANGES TO THE CCB CHARTER

This Charter shall be changed only with the approval of the NAS OPS CCB, upon the recommendation of the Terminal Services Domain CCB.

7.0 DELEGATION OF CCB AUTHORITY

The CCB Chairperson may authorize another participant to act as a chairperson via memorandum to the CCB Executive Secretariat. CCB permanent members are responsible for ensuring they are represented at CCB meetings and may delegate specific authority by informing the CCB Chairperson(s). Additionally, when time critical or urgent processing of a proposed change request is necessary, or in the event of other specific circumstances, the CCB Chairperson(s) may call an emergency CCB meeting or approve changes without benefit of a CCB meeting or member review. Change requests processed outside the normal CCB process shall be documented and communicated to permanent members as soon as practicable, or no later than the next regularly scheduled meeting. Questions and concerns regarding CCB decisions are addressed to the CCB Chairperson(s).

APPENDIX A

CONFIGURATION ITEMS

Appendix A

The CIs listed below are under the control of the Terminal Services Domain CCB. Currently, these CIs reflect the primary facilities, systems and products, which provide the required services within the domain. As these CIs, or components thereof are baselined and/or placed under configuration control, they will be entered into the Master Configuration Index and contained in the NAS Subsystem Baseline Configuration and Documentation Listing, NAS-MD-001.

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TERMINAL SERVICES CIs		CURRENT CCB
AN/TPX-42A(V)4	AN/TPX-42A(V)4	AUA-300
ACE-IDS	ASOS CONTROLLER EQUIPMENT INFORMATION DISTRIBUTION SYSTEMS	AUA-400
APES	ARTS PERIPHERAL EMULATOR SUBSYSTEM	AUA-300
ARTS	AUTOMATED RADAR TERMINAL SYSTEM * UNIQUE MODELS ARE LINKED BELOW THIS CI	AUA-300
AR2	AUTOMATED RADAR TERMINAL SYSTEM-II	AUA-300
AR2 DEDS	DATA ENTRY AND DATA DISPLAY FOR ARTS-II	AUA-300
AR2A	AUTOMATED RADAR TERMINAL SYSTEM-IIA * FA-TYPE NUMBER EQUIVALENT IS LINKED BELOW THIS CI	AUA-300
AR2E	AUTOMATED RADAR TERMINAL SYSTEM (ARTS-IIE)	AUA-300
AR3	AUTOMATED RADAR TERMINAL SYSTEM-III * FA-TYPE NUMBER EQUIVALENT IS LINKED BELOW THIS CI	AUA-300
AR3A	AUTOMATED RADAR TERMINAL SYSTEM-IIIA	AUA-300
AR3A ISP	AUTOMATED RADAR TERMINAL SYSTEM-IIIA INTERIM SUPPORT PLAN	AUA-300
AR3E	AUTOMATED RADAR TERMINAL SYSTEM-IIIE INCLUDES NEW YORK TRACON	AUA-300
AR3E BFDAD	NEW YORK TRACON BASIC FULL DIGITAL ARTS DISPLAY	AUA-300
AR3E SSM	NEW YORK TRACON SOLID STATE MEMORY	AUA-300
AR3E STAGE-II	AUTOMATED RADAR TERMINAL SYSTEM-IIIE STAGE-II (NYT)	AUA-300
ATMIS	ARTS TRAFFIC MANAGEMENT INTERFACE SUBSYSTEM	AUA-300
BRITE	BRIGHT RADAR INDICATOR TOWER EQUIPMENT (INCLUDES BRITE-1/2/3)	NAS
D-BRITE	DIGITAL BRIGHT RADAR INDICATOR TOWER EQUIPMENT * FA-TYPE NUMBER EQUIVALENT IS LINKED BELOW THIS CI	AUA-300
DAS	DATA ACQUISITION SYSTEM	AUA-300
DEDS	"DATA ENTRY AND DATA DISPLAY FOR ARTS-III, ARTS-IIIA, EARTS & NYT "	AUA-300
DPS	DATA PROCESSING SUBSYSTEM	AUA-300

DVC	D-BRI1TE VIDEO COMPRESSION	AUA-300
EDC-2	EARLY DISPALY CONFIGURATION-2	AUA-300
EFSTS	ELECTRONIC FLIGHT STRIP TRANSFER SYSTEM	NAS
FDIO	FLIGHT DATA INOUT/OUTPUT	AUA-200
FMA	FINAL MONITOR AID SYSTEM	AUA-300
FS-1	FULL SERVICE CONFIGURATION	AUA-300
FS-2+	FULL SERVICE 2+ CONFIGURATION	AUA-300

TERMINAL

IDS-4	INFORMATION DISPLAY SYSTEM	NAS
ITWS	INTEGRATED TERMINAL WEATHER SYSTEMS	AUA-400
MSPR	MEDIUM SPEED PRINTER REPLACEMENT	AUA-300
NA	NOISE ABATEMENT	NAS
NGCE	NUMERICS GENERATION CONVERSION EQUIPMENT	NAS
NOP	NATIONAL OFFLOAD PROGRAM	NAS
ODS	OPTICAL DISK SUBSYSTEM GATEWAY	AUA-300
PCT-ECS	POTOMAC CONSLIDATED TRACON-EMERGENCY COMMUNICATION SYSTEM	NAS
RID	RUNWAY INCURSION DEVICE	NAS
RTADS	REMOTE TOWER ALPHANUMERIC DISPLAY SYSTEM	AUA-300
SMA	SURFACE MOVEMENT ADVISOR	NAS
STARS	STANDARD TERMINAL AUTOMATION REPLACEMENT SYSTEM	AUA-300
TARDIS	TERMINAL AUTOMATED RADAR DISPLAY & INFORMATION SYSTEM	NAS
TCCC	TOWER CENTRAL COMPUTER COMPLEX	NAS
TCCS	TERMINAL COMPUTER CONTROL SYSTEM	NAS
TDLS	TOWER DATA LINK SERVICES	AUA-200
TML	TELEVISION MICROWAVE LINK	TIPT
TPX-42	AUTOMATED BEACON DECODING AND DISPLAY SYSTEM FOR TERMINAL USE	AUA-300
TSARTS	TERMINAL STAND-ALONE RADAR TRAINING SYSTEM	AUA-300

Electrical Power Systems – Functional and performance requirements within the terminal facility domain

Power system end-state configuration drawings from facility service entrance to include the entire Facility Power Distribution System (UPS & E/Gs Distribution and Branch Circuits)

Facility Design and Space Management – All equipment installations, moves, and removals that impact the standard end-state and site-specific target-year equipment layout drawings:

Airport Traffic Control Towers (ATCT)
Terminal Radar Approach Control (Tracon) Facilities
Radar Facilities (Except Joint Use Radar Facilities)

The regional CCB controls all equipment installations, moves, and removals on the as-built layout drawings which are in accordance with the generic and/or site-specific transition equipment layout drawings and which will violate the target-year configuration.

National Standard facility Designs – Listed items that includes requirements, specifications, drawings, and other related documentation

Airport Traffic Control Towers (ATCT)

Terminal Radar Approach Control (TRACON) Facilities
Radar Facilities (Except Joint Use Radar Facilities)

SURVEILLANCE CIs		**CURRENT C**
AMASS	AIRPORT MOVEMENT AREA SAFETY SYSTEM	AND-400
APG	AZIMUTH PULSE GENERATOR	AND-400
ARSR	AIR ROUTE SURVEILLANCE RADAR* UNIQUE MODELS ARE LINKED BELOW THIS CI*	AND-400
ARSR-1	AIR ROUTE SURVEILLANCE RADAR-MODEL 1	AND-400
ARSR-1/2	AIR ROUTE SURVEILLANCE MODEL-1/2	AND-400
ARSR-1D	AIR ROUTE SURVEILLANCE RADAR-MODEL 1D	AND-400
ARSR-1E	AIR ROUTE SURVEILLANCE RADAR-MODEL 1E	AND-400
ARSR-1F	AIR ROUTE SURVEILLANCE RADAR-MODEL 1F	AND-400
ARSR-2	AIR ROUTE SURVEILLANCE RADAR-MODEL 2	AND-400
ARSR-3	AIR ROUTE SURVEILLANCE RADAR-MODEL 3* FA-TYPE NUMBER EQUIVALENT IS LINKED BELOW THIS CI*	AND-400
ARSR-4	AIR ROUTE SURVEILLANCE RADAR-MODEL 4	AND-400
ASDE	AIRPORT SURFACE DETECTION EQUIPMENT* UNIQUE MODELS ARE LINKED BELOW THIS CI*	AND-400
ASDE-X	AIRPORT SURFACE DETECTION EQUIPMENT-MODEL X	AND-400
ASDE-3	AIRPORT SURFACE DETECTION EQUIPMENT-3	AND-400
ASR	AIRPORT SURVEILLANCE RADAR* UNIQUE MODELS ARE LINKED BELOW THIS CI*	AND-400
ASR-11	AIRPORT SURVEILLANCE RADAR-11- ALSO KNOWN AS ASR-D	AND-400
ASR-7	AIRPORT SURVEILLANCE RADAR-7 * UNIQUE MODELS ARE LINKED BELOW THIS CI*	AND-400
ASR-7/8	AIRPORT SURVEILLANCE RADAR-7/8	AND-400
ASR-7E	AIRPORT SURVEILLANCE RADAR-7E * FA-TYPE NUMBER EQUIVALENT IS LINKED BELOW THIS CI*	AND-400
ASR-7F	AIRPORT SURVEILLANCE RADAR-7F* FA-TYPE NUMBER EQUIVALENT IS LINKED BELOW THIS CI*	AND-400
ASR-8	AIRPORT SURVEILLANCE RADAR-8 * FA-TYPE NUMBER EQUIVALENT IS LINKED BELOW THIS CI*	AND-400
ASR-9	AIRPORT SURVEILLANCE RADAR-9 * FA-TYPE NUMBER EQUIVALENT IS LINKED BELOW THIS CI*	AND-400
ATCBI	AIR TRAFFIC CONTROL BEACON INTERROGATOR (BEACON ONLY)* UNIQUE MODELS ARE LINKED BELOW THIS CI	AND-400
ATCBI-2	AIR TRAFFIC CONTROL BEACON INTERROGATOR-2	AND-400
ATCBI-4	AIR TRAFFIC CONTROL BEACON INTERROGATOR-4	AND-400
ATCBI-5	AIR TRAFFIC CONTROL BEACON INTERROGATOR-5	AND-400

ATCBI-6	AIR TRAFFIC CONTROL BEACON INTERROGATOR-6	AND-400
ATCRB	AIR TRAFFIC CONTROL RADAR BEACON (COLLOCATED WITH ASR/ARSR)	AND-400
ATCRBS	AIR TRAFFIC CONTROL RADAR BEACON SYSTEMS	AND-400
CD	COMMON DIGITIZER	AND-400
CD-2	COMMON DIGITIZER-2* UNIQUE MODELS ARE LINKED BELOW THIS CI*	AND-400
DIGITIZER	DIGITIZER - SURVEILLANCE SUBSYSTEM	AND-400
FGAR	FIXED GROUND ANTENNA RADOME	AND-400
FPS-20	RADAR	AND-400
FPS-60 Series Radar	FPS-60 SERIES RADAR	AND-400
LLWAS	LOW LEVEL WIND SHEAR ALERT SYSTEM * FA-TYPE NUMBER EQUIVALENT IS LINKED BELOW THIS CI*	AND-400
LLWAS-NE	LOW LEVEL WIND SHEAR ALERT SYSTEM NETWORK EXPANSION	AND-400
LLWAS-RS	LOW LEVEL WIND SHEAR ALERT SYSTEM RELOCATION AND SUSTAINMENT PROGRAM	AND-400
MERF	MOBILE ENROUTE RADAR FACILITY (MERF) SYSTEM * UNIQUE MODELS ARE LINKED BELOW THIS CI	AND-400
MODES	MODE SELECT BEACON SYSTEM (MODE S SENSOR) - SURVEILLANCE	AND-400
NEXRAD-AAL	NEXT GENERATION WEATHER RADAR * AND ACTS AS OPI FOR THE SIX AAL INSTALLATIONS	AND-400
NXRAD	NEXT GENERATION WEATHER RADAR - NOT FAA CONTROLLED - NATIONAL WEATHER SERVICE CI	AND-400
PRM	PRECISION RUNWAY MONITOR	AND-400
PUP	PRINCIPLE-USER PROCESSOR	AND-400
RCIU	REMOTE CONTROL INTERFACE UNIT* UNIQUE MODELS ARE LINKED BELOW THIS CI*	AND-400
SSR/DMTI	SOLID-STATE RECEIVER AND DIGITAL MOVING-TARGET INDICATOR	AND-400
SSRBD	SOLID STATE RADAR BEACON DECODER	AND-400
TCD	TIME CODE DISPLAY	AND-400
TDWR	TERMINAL DOPPLER WEATHER RADAR	AND-400
TDX-2000D	DIGITIZER	AND-400
VMAP	VIDEO MAPPING EQUIPMENT	AND-400
WSP	WEATHER SYSTEM PROCESSOR	AND-400

APPENDIX B

CCB MEMBERSHIP

APPENDIX B

The participants of the Terminal Services Domain CCB shall be the following individuals, or their designated representatives:

Terminal Services Chairperson

- Vice President, Terminal Services or designated representative;

Terminal Services Executive Secretariat

- Executive Secretariat Terminal Services CM Officer or designated representative;

Terminal Services CCB Permanent Members:

- Director, Terminal Program Operations
- Director, Terminal Safety & Operations Support
- Director, Terminal Finance
- Director, Terminal Planning
- Director, Terminal Western Area Operations
- Director, Terminal Central Area Operations
- Director, Terminal Eastern Area Operations
- Manager, Terminal Administration
- Director, Operations Planning, System Engineering or designated representative
- Manager, Safety Administration
- Director, ATO Information Technology or designated representative

Ad Hoc Technical Advisors, Consultants, and Program Control Specialists will be invited as required.

APPENDIX C

ACRONYM LIST

ACRONYM LIST

ATO	Air Traffic Organization
CCB	Configuration Control Board
CCD	Configuration Control Decision
CI	Configuration Item
CM	Configuration Management
ECP	Engineering Change Proposal
FAA	Federal Aviation Administration
IRD	Interface Requirements Document
NAS	National Airspace System
NCP	NAS Change Proposal
OPS	Operations